

RULES OF THE GOODWORTH CLATFORD TENNIS CLUB

1. Name

The Club, established on 1st May 1994, is called Goodworth Clatford Tennis Club ("the Club").

2. Definitions

2.1 "Chairman" means the person appointed from time to time to be the chairman of the Management Committee in accordance with Rule 10;

"Full Member" means a Member with all membership rights;

"Game" means the game of tennis;

"Honorary Member" means a Member with all membership rights;

"Junior Member" means a Member with all membership rights except the right to vote or be eligible to be a Management Committee member;

"LTA" means the Lawn Tennis Association (the governing body of tennis within Great Britain, the Channel Islands and the Isle of Man) of The National Tennis Centre, 100 Priory Lane, Roehampton, London SW15 5JQ and its subsidiaries or such successor entity or entities as become(s) the governing body of the game of tennis within Great Britain, the Channel Islands and the Isle of Man from time to time;

"LTA Disciplinary Code" means the disciplinary code of the LTA in force from time to time;

"LTA Rules" means the rules of the LTA as in force from time to time;

"Management Committee" means the committee elected under Rule 10 to manage the Club;

"Members" means the members of the Club admitted from time to time to membership of the Club in accordance with Rule 5;

"Non-Playing Member" means a Member with all membership rights except the right to vote or be eligible to be a Management Committee member, or play the game of tennis at the facilities provided by the Club;

"President" means the person appointed from time to time to be the president of the Club in accordance with Rule 9;

"Secretary" means the person appointed from time to time to be the secretary of the Management Committee in accordance with Rule 10;

"Student Member" means a Member with all membership rights;

"Treasurer" means the person appointed from time to time to be the treasurer of the Management Committee in accordance with Rule 10; and

"trustees" means the persons appointed from time to time to be the trustees of the Club in accordance with Rule 12.

2.2 Words denoting the singular number include the plural number and vice versa; words denoting the masculine gender include the feminine gender; and words denoting persons include bodies corporate (however incorporated) and unincorporated, including unincorporated associations of persons and partnerships.

2.3 Any reference in these rules to a general meeting shall mean either an extraordinary general meeting or an annual general meeting of the Members.

3 Objects

The objects of the Club are:

(a) to provide facilities for and generally to promote, encourage and facilitate the playing of the Game in Goodworth Clatford, the surrounding area and amongst the community;

- (b) to encourage Members to meet through social activities, which may sometimes be designed to raise funds for the Club;
- (c) to provide and maintain Club premises and Club-owned tennis equipment for the use of its Members;
- (d) to provide other ordinary benefits of an amateur sports club as set out in Schedule 18 of the Finance Act 2002;
- (e) to sell or supply food or drink as a social adjunct to the sporting purposes of the Club;
- (f) to take and retain a membership of the LTA (and by doing so become and remain registered as an associate of the LTA) and to comply with and uphold the Rules and Regulations of the LTA, as amended from time to time, including the Disciplinary Code and the rules and regulations of any body to which the LTA is registered or affiliated;
- (g) to acquire, establish, own, operate and turn to account in any way for the Members' benefit the tennis court facilities of the Club together with buildings and easements, fixtures and fittings and accessories as shall be thought advisable;
and
- (h) to do all such other things as the Management Committee thinks fit to further the interests of the Club, to advance and safeguard the interests of the Game, to promote increases in participation at all levels of the Game or as are otherwise incidental or conducive to the attainment of all or any of the objects stated in this Rule 3.

4. Application of Surplus Funds

4.1 The Club is a non-profit making organisation. Subject to Rule 25.3, the income and property of the Club shall be applied solely towards promoting the Club's objects as set forth in these Rules no portion thereof shall be paid or transferred, directly or indirectly, to the Members of the Club.

4.2 Nothing in Rule 4.1 shall prevent the Club from entering an agreement with a Member for the supply by him to the Club of goods or services or for his employment by the Club, provided that such arrangements are approved by the Management Committee (without the Member being present) and are agreed with the Member on an arm's length basis.

4.3 No Member shall be paid a salary, bonus, fee or other remuneration for playing for the Club.

5. Membership

5.1 Eligibility for membership

5.1.1 Persons aged eighteen or over, of either sex are eligible for full membership of the Club. No person shall be denied membership of the Club on the grounds of race, ethnic origin, creed, colour, age, disability, sex, occupation, sexual orientation, religion, political or other beliefs.

5.1.2 Persons below the age of 18 may be eligible as junior Members without the right to hold office or vote at general meetings.

5.1.3 A person may be appointed Honorary Member by the Management Committee in accordance with the decision making process in Rule 11.

5.1.4 Persons aged 18 or over in full-time tertiary education may be eligible as Student Members.

5.1.5 The number of Members is limited due to the facilities available and is determined by the Management Committee.

5.2 Admission of Members

Any person who wishes to become a Member must submit an application in such form as the Management Committee shall decide. All candidates for membership shall be considered by the Management Committee in the order in which their applications are received.

5.3 Conditions of membership

5.3.1 Each Member (of each class) agrees as a condition of membership:

- (a) to be bound by and subject to these Rules; and
- (b) to be bound by and subject to the LTA Rules and the LTA Disciplinary Code.

5.3.2 Rule 5.3.1 confers a benefit on the LTA and, subject to the remaining provisions of this rule, is intended to be enforceable by the LTA by virtue of the Contracts (Rights of Third Parties) Act 1999. For the avoidance of doubt, the Members do not intend that any term of these Rules, apart from Rule 5.3.1, should be enforceable, by virtue of the Contracts (Rights of Third Parties) Act 1999, by any person who is not a party to these Rules.

5.3.3 The Management Committee may subject to Rule 7 terminate the membership of any Member, or impose any other sanction it determines to be appropriate, in connection with the breach of any condition of membership set out in this Rule.

5.4 Classes of Members

5.4.1 There shall be the following classes of Members for the Club:

- Full Member
- Non-Playing Member
- Junior Member
- Student Member
- Honorary Member

5.4.2 Only Full Members, Student Members and Honorary Members shall be entitled to receive notice of, attend and vote at general meetings.

5.5 Subscriptions

5.5.1 The annual subscription for each type of Member shall be determined by the 30th day of November each year by the Management Committee. The Management Committee shall ensure that the fees set by it do not preclude open membership of the Club.

5.5.2 The Membership year runs from 1st April to 31st March. The Members shall pay the annual subscription fees set by the Management Committee by the 31st day of May each year. Any Member whose subscription is not paid by such date shall be deemed to have resigned his membership of the Club.

5.5.3 No candidate who has been elected a Member shall be entitled to the privileges of membership until he has paid the annual subscription.

6. Resignation

6.1 A Member may withdraw from membership of the Club on providing written notice to the Chairman. Membership shall not be transferable in any event and shall cease immediately on death or dissolution or on the failure of the Member to comply or to continue to comply with any condition of membership set out in these Rules.

6.2 A member of the Management Committee shall be deemed to have resigned from the Committee if:

- (a) he becomes bankrupt or makes any arrangement or composition with his creditors generally;
- or
- (b) a registered medical practitioner who is treating that person gives a written opinion to the Management Committee stating that that person has become physically or mentally incapable of

acting as a member of the Management Committee and may remain so for more than three months; or

(c) by reason of that person's mental health, a court makes an order which wholly or partly prevents that person from personally exercising any powers or rights which that person would otherwise have; or

(d) he provides four weeks written notice of his intention to resign to the Chairman; or

(e) he, without sufficient reason, has been absent for more than three consecutive meetings of the Management Committee without permission of the Management Committee; or

(f) he is suspended from being a Management Committee member or from taking part in any activity relating to the administration or management of the Club by a decision of the LTA; or

(g) he is requested to resign by all the other Management Committee members acting together.

7. Expulsion

7.1 If at any time the Management Committee is of the opinion that the interests of the Club so require, it may by letter invite any Member to resign from the Club within a time specified in the letter.

7.2 If the Member does not resign, the question of his expulsion must be submitted to an extraordinary general meeting to be held no more than three weeks after the date specified in the letter as the date before which he is invited to resign. 7.3 The Member whose expulsion is sought must be given notice of the meeting and of the grounds on which it is sought to expel him at least 14 days before the meeting.

7.4 At the meeting the Member must be allowed to offer any explanation or defence that he thinks fit, either verbally or in writing.

7.5 If two thirds of the Members present and entitled to vote at the meeting vote for his expulsion, the Member immediately ceases to be a Member.

7.6 The voting on a question of expulsion must be by ballot if less than 5 Members present and entitled to vote so demand.

7.7 The Management Committee may exclude the Member from the Club and the Club's grounds and property until the extraordinary general meeting has been held.

8. Effect of Resignation or Expulsion

8.1 Any person ceasing to be a Member forfeits all right to, and claim upon, the Club, its property and its funds and he has no right to the return of any part of his subscription.

9. President

9.1 The President of the Club must be elected by the Members at an annual general meeting.

9.2 The President holds office until death or resignation or until he ceases to be a Member of the Club unless he is removed from office by resolution of the Members in general meeting.

10. The Management Committee

10.1 The management of the Club must be deputed to a committee ("the Management Committee") consisting of:

(a) a Chairman;

(b) a Secretary;

(c) a Treasurer;

(d) no more than 9 other Members elected annually at the annual general meeting.

10.2 The members of the Management Committee may exercise all of the powers of the Club for the purposes of the management of the Club (except as otherwise provided by these Rules).

10.3 All members of the Management Committee must retire at the annual general meeting after serving 3 consecutive years, but each is eligible for re-election.

10.4 The Secretary shall send to the Members each year a nomination form for the election of members of the Management Committee in the place of those retiring. Those persons proposed to be nominated as members of the Management Committee to fill any vacancies that have arisen must declare themselves to be fit and proper persons in accordance with Rule 10.10 and be nominated by any two full members on the form prescribed by the Management Committee.

10.5 Any 2 Members who are entitled to vote may propose any other Full Member or Honorary Member to be Members of the Management Committee by giving notice in writing to the Secretary at least 10 days before the meeting.

10.6 If any notice of proposal is given, all Members entitled to vote must be given written notice of it at least 3 days before the meeting.

10.7 Voting must be by ballot and every voting Member is entitled to vote for as many candidates as there are vacancies to be filled.

10.8 The candidates who receive the most votes must be declared elected up to the number of vacancies and, in the case of 2 or more candidates receiving an equal number of votes, the Chairman has a casting vote.

10.9 If there is only one eligible candidate nominated to fill any particular vacancy, that candidate shall be declared elected unopposed for that particular vacancy at the next annual general meeting

10.10 Each Member elected to the Management Committee must satisfy HMRC's fit and proper person test to be involved in the general control, management and administration of the Club and must declare that he is a fit and proper person prior to being elected.

10.11 Each member of the Management Committee will be required, as a condition of election, to agree to be bound by and subject to these Rules, the rules and regulations of the relevant CLTA and the LTA Rules and the LTA Disciplinary Code, such agreement to contain an express acknowledgement that the Contracts (Rights of Third Parties) Act 1999 applies and that the LTA and the Club can enforce any breach at its option and in its sole discretion.

10.12 Any person accepting election to the Management Committee who has any financial interest in the Game must, before such election, state in writing to the Club all such interests. Failure to do so will lead to automatic disqualification from the Management Committee.

11. Proceedings of the Management Committee

11.1 Management Committee meetings shall be held as often as the Management Committee thinks fit provided that there shall not be less than 10 meetings each year. The quorum for such meetings shall be seven people. The Chairman and the Secretary shall have discretion to call emergency meetings of the Management Committee if they consider it to be in the interests of the Club. The Secretary must send notice of each meeting to every committee member not less than 14 days before a meeting. The Secretary must take minutes of all proceedings of the Management Committee and those minutes must be open to the inspection of any Member of the Club upon application to the Secretary.

11.2 Decisions of the Management Committee shall be made by a simple majority and in the event of an equality of votes the Chairman shall have a casting or additional vote.

11.3 The Management Committee may from time to time as it considers necessary or expedient, appoint sub-committees from among its members and may depute or refer to them or any person any of its powers and duties conferred on the management Committee by these Rules. The sub-committees and or persons so appointed shall periodically report their proceedings to the Management Committee and shall conduct their business in accordance with the directions of the Management Committee.

11.4 If any member of a sub-committee ceases to be a member of the Management Committee, he automatically ceases to be a member of the sub-committee and another elected member of the Management Committee must be appointed in his place.

11.5 The Management Committee shall be responsible for the management of the Club and shall have the sole right of appointing and determining the terms and conditions of service of employees of the Club. The Management Committee shall have power to enter into contracts for the purposes of the Club on behalf of all the Members.

12. Trustees

12.1 The property of the Club must be vested in at least two but not more than four trustees appointed by the Management Committee.

12.2 The trustees must deal with the property as the Management Committee from time to time directs by resolution (of which an entry in the minute book is to be conclusive evidence).

12.3 The trustees may be indemnified against risk and expense out of the Club's property.

12.4 The trustees will hold office until death or resignation or until removal from office by the Management Committee.

12.5 Where by reason of death, resignation or removal it is necessary for a new trustee or trustees to be appointed, the Management Committee must nominate the person or persons to be appointed the new trustee or trustees.

12.6 For the purpose of giving effect to such nomination, the Chairman of the Club is now nominated as the person to appoint new trustees of the Club within the meaning of the Trustee Act 1925 Section 36, and he must by deed appoint the person or persons nominated by the Management Committee.

13. Annual general meeting

13.1 The annual general meeting of the Club must be held in March of each year on a date and at a time to be fixed by the Management Committee.

13.2 The annual general meeting must:

- (a) receive the Chairman's report of the activities of the Club during the previous year;
- (b) receive and consider the verified balance sheet and statement of accounts of the Club for the preceding year;
- (c) elect the members of the Management Committee;
- (d) decide on any resolution submitted in accordance with Rule 13.3 below;
- (e) deal with any other matters which the Management Committee desires to bring before the membership.

13.3 Notice of any resolution proposed to be moved at the annual general meeting must be given in writing to the Secretary not less than 28 days before the meeting.

14. Extraordinary general meetings

An extraordinary general meeting may be called at any time by the Management Committee and shall be called within 21 days of receipt by the Secretary of a request in writing signed by not less than 25% of the total number of Full, Student and Honorary Members stating the purposes for which the meeting is required and the resolutions proposed.

15. Procedures at the annual and extraordinary general meetings

15.1 The Secretary shall send to each Member at his last known address written notice of the date, time and place of the general meeting together with the resolutions to be proposed at least 21 days before the meeting. In the case of an annual general meeting, the names of the persons proposed to be elected as members of the Management Committee for the ensuing year, will be sent to each Member at least 3 days before the meeting. The accidental failure to give notice to any person entitled to notice, or the accidental omission of any such details in any notice, shall not invalidate the proceedings at the meeting.

15.2 The quorum for the annual and extraordinary general meetings shall be 21 Full, Student and Honorary Members. No business other than the appointment of the chairman of the meeting shall be transacted at the general meeting if the persons attending it do not constitute a quorum; it will be necessary to adjourn the meeting.

15.3 The Chairman shall preside at all meetings of the Club but in his absence the Members present and entitled to vote may choose one of the other members of the Management Committee present to preside.

15.4 Each Full, Student and Honorary Member present shall have one vote and resolutions shall be passed by a simple majority of those Members present and voting. In the event of an equality of votes the Chairman of the meeting shall have a casting or additional vote.

15.5 No objection may be raised as to the qualification of any person voting at a meeting except at the meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting is valid. Any such objection must be referred to the Chairman of the meeting.

15.6 The Secretary, or in his absence a member of the Management Committee, shall take minutes at annual and extraordinary general meetings.

16. Financial Matters

16.1 The financial year of the Club ends on the last day of December in each year. Each year the Committee will arrange for an Income and Expenditure Account to be prepared from the club's books and records and shall arrange for an independent person to confirm that the accounts accurately reflect the records presented.

16.2 All moneys payable to the Club shall be received by the Treasurer and shall be deposited in a bank or building society account in the name of the Club. No sum shall be drawn from that account except by cheque signed by the Chairman or the Treasurer. Any moneys not required for immediate use may be invested as the Management Committee in its discretion thinks fit.

16.3 The Management Committee shall have power to authorise the payment of remuneration and expenses to any member of the Management Committee, Member or employee of the Club and to any other person or persons for services rendered to the Club.

16.4 No Member may receive any profit or emoluments from the funds or transactions of the Club except for professional services rendered at the request of the Management Committee.

16.5 The Club may pay any reasonable expenses that members of the Management Committee properly incur in connection with the exercise of their powers and the discharge of their responsibilities in relation to the Club.

16.6 The financial transactions of the Club shall be recorded in writing by the Treasurer in a form conducive to the preparation of the annual accounts of the Club.

17. Refreshment charges

The charges for refreshments must be fixed by the Management Committee.

18. Guests

18.1 Any Member may introduce guests to the Club, and any player, coach, other team representative, match official or spectator attending the Club's premises (by invitation of the Club) who is not a Member shall be a guest of the Management Committee, provided that no one whose application for membership has been declined or who has been expelled from the Club may be introduced as a guest. Any such individual shall abide by the LTA rules and the LTA disciplinary codes and these Rules.

18.2 No one may be admitted as a guest player on more than two occasions in any calendar month. A guest fee determined by the Management Committee will be payable and the guest must be accompanied by the Member introducing him.

19. Gambling

Save for the provision of gaming machines or other games or lotteries permitted by law and approved by the Management Committee, the Club's premises may not be used for gambling or the playing of any games of chance.

20. Amendment of these Rules

20.1 These Rules may be added to, repealed or amended by resolution at any general meeting.

20.2 A resolution to alter these Rules must be passed by a majority of at least two-thirds of the Members voting on it.

20.3 Any reference in these Rules to "these Rules" or "the Rules of the Club" includes a reference to the Rules of the Club as altered from time to time in accordance with this Rule.

21. Regulations

21.1 The Management Committee may from time to time make, repeal and amend regulations it thinks expedient for the internal management and well-being of the Club and the use of the courts.

21.2 Regulations must not be inconsistent with these Rules.

21.3 All regulations are binding on the Members until repealed by the Management Committee or set aside by resolution of a general meeting of the Club.

22. Courts, competitions and use of facilities

22.1 The courts shall be known as "The River Court" and "The Club Court".

22.2 A Member can only book two consecutive hours on the courts on any one day and the courts cannot be booked more than two weeks in advance

22.3 Junior Members may not book the courts after 6.00pm between 1st July and 1st September but they can play on the courts if they are free after 6.00pm during that period.

22.4 The Management Committee may make arrangements for holding matches, tournaments or other like competitions and provide cups and other such prizes for such competitions. Such matches, tournaments and competitions will take priority over the Members' use of the courts.

22.5 All unlicensed and unregistered coaches and, so far as reasonably practicable, players and other persons using the facilities of the Club, will be required, as a condition of such use, to agree to be bound by and subject to these Rules, the LTA Rules and the LTA Disciplinary Code, such agreement to contain an express acknowledgement that the Contracts (Rights of Third Parties) Act 1999 applies and that the LTA can enforce any breach at its option and in its sole discretion.

23. Borrowing

23.1 If at any time the Club in a general meeting passes a resolution authorising the Management Committee to borrow money, the Management Committee may then borrow for the purposes of the Club the amount of money, either at one time or from time to time, at the rate of interest, in the form and manner and upon the security specified in the resolution.

23.2 The trustees must at the direction of the Management Committee make all dispositions of the Club property or any part of it and enter into any agreements in relation to it as the Management Committee deem proper for giving security for any loans and interest.

23.3 Every Member of the Club, whether voting on the resolution or not, and anyone becoming a Member of the Club after the passing of the resolution, is deemed to have assented to the resolution as if he or she had voted in favour of it.

24. Notices and Members' addresses

24.1 Any notice these Rules require to be given or sent to a Member may be given or sent by either:

24.1.1 prepaid post, or

24.1.2 hand, or

24.1.3 e-mail

24.2 Any notice these Rules require to be given or sent to a Member is deemed to have been duly given or sent on:

24.2.1 If by prepaid post, on the next working day after it is posted if sent by prepaid post to the address of the Member appearing in the Club books.

24.2.2 If delivered by hand, on the day of delivery if sent to the address of the Member appearing in the Club books.

24.2.3 If sent by e-mail, on the day of delivery if sent to the e-mail address of the Member appearing in the Club books.

24.3 Every Member must immediately give to the Secretary written notice of any change to his address.

25. Dissolution

25.1 A resolution to dissolve the Club shall be proposed only at an extraordinary general meeting and shall be passed only if carried by a majority of at least three-quarters of the Members present and voting.

25.2 The dissolution shall take effect from the date of the resolution and the Management Committee must immediately proceed to realise the property of the Club.

25.3 After discharge of all liabilities the Management Committee must divide the remainder of the Club's property between: (i) the LTA for use in the community related initiatives for the Game, (ii) another registered community amateur club for the Game, and (iii) a registered charitable organisation.

26. Complaints

Any complaints relating to the running of the Club or conduct of its Members should be submitted in writing to the Chairman. The Management Committee shall then review, address and resolve the complaint.